

**MINUTES: Clinical Affairs and Quality Assurance Committee Meeting**

**Date: July 30, 2018**

**Time: 11:45 AM – 12:45 PM**

**Location: D3-39**



**Present:** Luisa Echeto F2019(Chair), Annetty Soto F2020, Micaela Gibbs F2021, Cesar Migliorati-ADCA (ex-officio), Richelle Janiec (ex-officio-staff), Stephen Kostewicz (ex-officio-staff), Byron Amador (2019), Ryan Clance (2020), Hannah Eder (2021)

**Absent:** Abi Adewumi F2021 (ex), Maria Aguilar F2019,

AGENDA	Discussion	Action
<b>Welcome 11:49 (Quorum)</b>	CAQAC Orientation reviewed. Dr. Soto elected as Vice Chairperson Discussion Points: <ul style="list-style-type: none"><li>• Open sub-committee positions led to recommendations for Dr. Sikand to lead IPS, and Dr. Dilbone/Dr. Bowers for Faculty Calibration.</li><li>• Updates sent for the CPM since last meeting.</li><li>• Voting in committee will be simple majority.</li></ul>	<ul style="list-style-type: none"><li>• Dr. Echeto and Dr. Migliorati to reach out to the faculty recommended for sub-committee leadership.</li><li>• Richelle to send most recent update to the CPM by way of electronic ballot to vote.</li></ul>
<b>Minutes review:</b>	June Minutes: Motion carried for minutes to be approved as corrected.	Carrie Thurman to update the website.
<b>Highlights from Subcommittees</b>	Richelle shared progress on the CPM with the members and Dr. Migliorati shared that he met with Drs Hardeman and Bowers regarding the medical complex patient (21 conditions), this section will be added to the CPM and linked in axiUm for the providers to quickly access. Continued discussion regarding need for a CPM sub-committee and chairperson.	

AGENDA	Discussion	Action
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<p><b>Old Business:</b></p>	<p><b>Clinic Administration Updates:</b></p> <ul style="list-style-type: none"> <li>• Byron presented questions for consideration to be included in the DMDHX, the questions would help patients from the LGBT society population feel more included. Discussion included the need to have the answers from gender identity under “other” linked back to the demographics in axiUm, and whether or not there is a question of how the patient wants to be addressed (linked back to demographics).</li> <li>• Oral Cancer Screening: Discussion led to need to create a solid SOAP note template to be used by students.</li> <li>• OCS Continued discussion: Recommendation to create a macro code to help remind students to document findings of the OCS in D0120 Code; Additionally, recommendation for an intervention to be placed on the PHYXM code.</li> <li>• Committee reminded about the new link in axiUm &amp; clinic desktops to the Dental Drugs Reference update (DDR2018).</li> </ul>	<ul style="list-style-type: none"> <li>• Request to table this discussion to make sure the changes we are suggesting complies with the COHRI agreement while respecting more inclusive choices</li> <li>• Workgroup to catalog and review the template note concern and potential of using SOAP or APSO, or other medical format. Dr. Gibbs to reach out to the medical side to see if there are models we can consider.</li> <li>• Richelle to open work ticket to create the Macro for OCS, and the intervention for PHYXM</li> </ul>
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<b>Student Roundtable</b>	<p><b>Class of 2019:</b></p> <ul style="list-style-type: none"><li>• Doors closing at 5:00, needs refinement to include allowing the doors to be open if students remain in clinic after the staff leave. However, no issue when staff is last to leave clinic. CAQAC member discussion included request to have badge access to clinic doors or better security to monitor individuals who access the clinic area.</li></ul> <p><b>Class of 2020:</b></p> <ul style="list-style-type: none"><li>• <b>Grading</b> – lack of consistency for giving A’s for patient management with no reason. Specifically Periodontology Faculty.</li><li>• <b>Time management:</b> Perio faculty do not show up on time and do not remain in clinic the full time. Students feel disrespected when the faculty do not adhere to their schedule. Additionally, faculty who have students with many questions should request the student to make a point to come visit during office hours.</li><li>• <b>Time management:</b> Students want to know if it is possible for faculty to have Ipads to help them manage the approvals</li><li>• <b>Business Cards:</b> Some students shared that they are concerned that people who they gave business cards to are trying to contact them on facebook. Committee response- Do not accept the facebook request, students will need to learn how to manage this aspect and balance in their professional/personal life.</li></ul>	Relay these concerns to Dr. Kompotiati asking her to discuss her methodology with the Perio department for a more efficient session. It was reported that she creates a list when handling the perio cases in the DMD clinics.
<b>Faculty Roundtable</b>	Time did not permit for this topic	
<b>Adjourn</b>	1:01PM	

**NEXT meeting: August 27, 2018 at 11:45 AM in D3-39**

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